



**ACADEMIC COORDINATING COMMISSION**  
**Meeting Minutes of January 19, 2015**

**Call to order:** ACC Chair Mark Kuntz called the meeting to order at 4:02 pm, welcoming a total of 20 attendees (roster attached).

**Minutes:** ACC Minutes of 5 January 2016 were approved as written.

**REPORTS AND ANNOUNCEMENTS:**

- *ACC Chair* Mark Kuntz reported that a motion to accept the revised Repeating a Course Policy as written failed to carry at the [Senate meeting of 11 January 2016](#).

**ACTION ITEM:**

**Certificate-Granting Programs:** Certificate-granting programs are now subject to curricular approval processes as a result of new [gainful employment](#) requirements from the US Department of Education. Commissioners voted to **approve** the following **motion** from the ACC Executive Committee:

As of January 2016, ACC accepts all current certificate-granting programs as part of the approved curriculum. All new certificate-granting programs and any future curricular changes to existing programs must be submitted for ACC approval through Western's curricular review processes.

**Appointments and Elections:** Commissioners voted unanimously to **confirm** the appointments of April Bryan, Jennifer Devenport, Joan Hoffman, and Sean Knabb to the Scholastic Standing Committee. University Parliamentarian Lizzy Ramhorst stated that the Scholastic Standing Committee (SSC) predates the current permutation of the Recruitment, Admissions and Support Committee (RASC) and suggested that ACC may want to consider whether it is structurally appropriate for SSC to continue reporting to RASC. Commissioners **elected** Mike Olson and Tim Kowalczyk to serve on the International Programs Advisory Committee (IPAC).

**REVIEW OF CURRICULUM MINUTES:**

#	Committee	Date	Actions	Minutes prepared by
23	Huxley College CC (HCCC)	10/28/2015	ACCEPTED with comment. <sup>1</sup>	D. Knutson
24	Huxley College CC (HCCC)	11/18/2015	ACCEPTED	D. Knutson
25	Recruitment, Admission, Support Committee (RASC)	10/30/2015	ACCEPTED with comment. <sup>2</sup>	A. Cantlon
26	Graduate Council	11/3/2015	ACCEPTED	M. Barr
27	Council on University Programs (CUP)	11/16/2015	ACCEPTED	A. Bunn
28	College of Business and Economics CC (CBE)	10/28/2015	ACCEPTED	A. Andreassen
29	College of Business and Economics CC (CBE)	11/18/2015	ACCEPTED with comments. <sup>3</sup>	A. Andreassen
30	College of Fine and Performing Arts CC (CFPA)	11/19/2015	ACCEPTED	P. Lundquist
31	Woodring College of Education CC	11/23/2015	ACCEPTED	C. Teshima
32	Woodring College of Education CC	12/7/2015	ACCEPTED	C. Teshima

<sup>1</sup> The Registrar's Office prefers the language "also offered as" when describing cross-listed courses in the Catalog.

<sup>2</sup> ACC understands that it is not being asked to consider or to approve any proposed revisions to RASC's charge in these minutes.

<sup>3</sup>Page 2 (Minor in Business Analytics): ACC requests a friendly amendment to insert the phrase “not including prerequisites” after the total number of program credits in the Catalog and to insert the word “other” between the words “or” and “under advisement” in the elective courses sentence under program requirements.

*Review of TCCC minutes of 11/3/2015 (33); TCCC minutes of 12/1/2015 (34); CUE minutes of 11/12/2015 (35); CHSS CC minutes of 12/8/2015 (36); CSE CC of 11/16/2015 (37); CSE CC of 11/22/2015 (38); CSE CC of 11/30/2015 (39); Grad Council minutes of 12/1/2015 (40); CFPA CC minutes of 12/3/2015 (41); IPAC minutes of 12/3/2015 (42); CHSS CC minutes of 1/7/2015 (43); and Fairhaven CC minutes of 1/6/2016 deferred until the meeting of February 2, 2016.*

#### DISCUSSION ITEM:

**PSYC 301:** Larry Symons, Chair of the Psychology Department, and Mike Mana spoke about the rationale for proposing a 2.6 GPA entry requirement for PSYC 301. Symons and Mana stated that there are substantial waitlists and increasing demand for this course. Mana stated that the 2.6 GPA requirement was chosen because the Psychology Program has a 2.7 GPA entrance requirement and PSYC 301 is a gateway course for this major. Commissioners expressed concern with setting a precedent for course entry requirements and suggested increasing the number of seats in each class or requesting the addition of another PSYC 301 section instead. Mana stated that these options are not feasible because the course is resource intensive, requiring two teaching assistants per section, and increasing the number of seats would render the workload unmanageable. Discussion of this item will continue at ACC’s next meeting of February 2<sup>nd</sup>.

Meeting adjourned at 5:38 pm

#### ACADEMIC COORDINATING COMMISSION – ROSTER 2015-16

VOTING ATTENDEES				NON-VOTING ATTENDEES		
Faculty				Ex Officio, non-voting		
1	Mark Kuntz, <i>ACC Chair</i>	AtLg ~ Theatre and Dance	P	18	David Brunnemer, <i>Registrar</i>	P
2	Doug Clark	A ~ Geology	P	19	Jamie Lawson, <i>Catalog Coordinator</i>	P
3	Holly Folk, <i>CUE liaison</i>	C ~ Liberal Studies	P	20	Lizzy Ramhorst, <i>Shared Gov Ops Mgr</i>	P
4	Michael Fraas	B ~ CSD	P	<b>Recorder</b>		
5	John Lund	<i>Senator on ACC</i>	P	21	Kylee Swift, <i>FS Admin Assistant</i>	P
6	Seán Murphy, <i>Vice Chair</i>	<i>Senator on ACC</i>	P	<b>Guests</b>		
7	David Rossiter	G ~ Environmental Studies	--	22	Marc Geisler, <i>CHSS Associate Dean</i>	P
8	Patrick Roulet	D ~ Music	--	23	Brad Johnson, <i>CSE Associate Dean</i>	P
9	Hilary Schwandt	F ~ Fairhaven	P	24	Larry Symons, <i>Psychology Chair</i>	P
10	Elizabeth Stephan	I ~ Wilson Library	P	25	Mike Mana, <i>Psychology</i>	P
11	Phil Thompson	E ~ Economics	P			
12	Tracy Thorndike	H ~ Special Education	P			
<b>Voting Ex Officio (total of one vote)</b>						
13	Brent Carbajal, <i>Provost and VP for Academic Affairs</i>		--			
14	Steven VanderStaay, <i>Vice Provost for Undergrad Education</i>		--			
<b>Students</b>						
15	Zachary Dove, <i>AS VP for Academic Affairs</i>		P			
16	Josie Ellison, <i>AS appointee</i>		--		<b>Voting attendees</b>	12
17	Rachel Heggie, <i>AS appointee</i>		P		<b>Non-voting attendees</b>	8
<b>Voting members in attendance</b>				12	<b>TOTAL ATTENDEES</b>	
						20